



DRAFT ---- MEETING MINUTES – JUNE 19, 2013

MEMBERS PRESENT

Martin G. Knott, Jr. (Chair)
Ronald R. Peterson (Vice Chair)
Frank Chaney
Adrian P. Chapman
B. Danny DeMarinis
Gino J. Gemignani, Jr.
Alvin C Hathaway, Sr.
Leonard J. Howie, III
Sally Y. Jameson
Katherine A. Klausmeier
Susan W. Krebs
Andrew B. Larson
Elliot Lasson
Roy Layne
Bel Leong-Hong
Larry Letow
George Littrell, III
Fred D. Mason, Jr.
Gary D. Maynard
Irving W. McConnell
Dan McDermott
Stephen K. Neal
Stephen Pannill
Ronald R. Peterson (Vice Chair)
Catherine Raggio
Margaret A. Thomas
Curtis C. Valentine

MEMBERS ABSENT

Sam Abed
John M. Belcher
Edward Chow, Jr.
Theodore "Ted" Dallas
Donna M. Gwin
Danette G. Howard
Gloria G. Lawlah
Dawn Lindsay
Lillian Lowery
Dominick Murray
Marion W. Pines
Harold Stinger

GUESTS

Clara Adams
Scott Adams
Bob Aydukovic
Kathy Bolton
Ruthy Davis
Peggy Daw
Molly Dugan
Catherine Estevez
Megan Ferguson
Ellen Flowers-Fields
Amy Fusting
Matthew Goldberg
Karen Gooden
Garrett Groves
Cindy Gurne
Oscar Ibarra
Scott Jensen
Barbara Kaufmann
Dean Kendall
Angela Lagdameo
Lauren Mari
Tom Maze
Jack Neil
Marsha Netus
Michael Newstead
Kathy Oliver
Cindy Paradies
Elisabeth Sachs
Sallie Sarelas
Christina Shaklee
Annabelle Sher
Harry Solomon
Julie Squire
Angela Thornton
Walt Townshend
Francine Trout
Donni Turner
Pat Tyler
Alice Wirth

GWIB STAFF

Lynn M. Reed
Mary O'Connor
Diane Pabich

WELCOME & INTRODUCTIONS

Martin G. Knott, Jr., Chair, Governor's Workforce Investment Board (GWIB), called the meeting to order at 3:40 pm., and welcomed all members to the June 2013 Quarterly Meeting. He introduced Julie Squire, the new Assistant Secretary of the Department of Labor, Licensing and Regulation's (DLLR) Division of Workforce Development and Adult Learning (DWDAL). Ms. Squire provided brief remarks on her background in workforce development, her previous role as Assistant Secretary for DLLR's Division of Unemployment Insurance, and her enthusiasm for working with all stakeholders in the workforce arena.

APPROVAL OF MINUTES & CONSENT AGENDA

Mr. Knott requested and received a motion to approve the minutes of the December, 2012 meeting. It was seconded and the Board voted for approval.

A motion was made and approved to adopt the consent agenda, which consisted of updates on the Aerospace Industry Initiative, the Maryland Department of Transportation (MDOT)/DLLR Initiative, and the Maryland Transit Authority (MTA)/State Highway Administration (SHA)/DLLR Highway or Capital Transit Construction Training Partnership.

2011 – 2013 BIENNIAL LOCAL WORKFORCE BOARD RECERTIFICATION

Lynn Reed, GWIB Executive Director, welcomed everyone to the meeting, and stated that the first order of business was the Board's responsibility related to the biennial recertification of Maryland's 12 Local Workforce Investment Boards (LWIBs) ~ 2011-2013, as mandated by the Workforce Investment Act (WIA). Ms. Reed shared that as a part of the recertification process, LWIBs are assessed on their ability to meet the following criteria: (1) Negotiated performance measures; (2) Fiscal integrity; and (3) Board composition. She shared that after a thorough evaluation, in consultation with DLLR DWDAL, she was please to recommend to the Board full recertification of Maryland's 12 LWIBs.

Dan McDermott, President of the Maryland Workforce Investment Network, shared that this was one of the most important votes the Board makes, as it allows the LWIBs to function, bringing together job seekers with those who provide training, to provide skilled employees to the State's businesses. Board Member B. Daniel DeMarinis asked for clarification on the board recertification process. Ms. Reed and DLLR Secretary, Leonard Howie, reiterated that monitoring was comprehensive and thorough, with board composition, performance measures and fiscal integrity examined closely for each local area.

The Chair requested a motion to recommend to the Governor that all 12 local workforce boards be recertified for a period of two years beginning July 1, 2013 ~ June 30, 2015. The motion was made and seconded. The Board voted in the affirmative, with one abstention.

WIA VOLUNTARY TRANSFER OF FUNDS POLICY

Ms. Reed also provided an update on another Board administrative action ~ the voluntary transfer of unexpended WIA funds from one LWIB to another. This may occur when one board does not expend all of its funds, elects to transfer the unspent funds to another board. Previously, no written policy existed for this transfer. Following consultation with the U.S. Department of Labor Regional Office, the policy was codified in the draft Workforce Investment Field Instruction (WIFI), contained in the board meeting packets. This policy was discussed and endorsed by the Executive Committee during the May 2013 Conference Call.

GWIB POLICY SUB-COMMITTEE

Ms. Reed began a discussion on the formation of Policy Sub-Committee, stating that the idea has been considered for several years, and that the GWIB should establish it. The purpose would be to develop a process on policy development and policy review. It was recommended that the following serve on the

Policy Sub-Committee: Assistant Secretary of DLLR DWDAL, Assistant Attorney General, GWIB Executive Director and Deputy Director, President of the Maryland's Workforce Investment Network (WIN), DLLR Director of the Department of Adult and Correctional Education, along with other DWDAL and GWIB staff, as deemed appropriate.

The work of this sub-committee would flow up to the Executive Committee and the entire Board. Secretary Howie shared that the federal Department of Labor wants each state Board to have a means of developing policy. There was considerable discussion regarding the lack of business representation from the Board on the sub-committee, with the Chair expressing the thought that policy should come from the business community. Ms. Reed assured the Board that the Executive Committee has representation, and that any policy developed would go through the Executive Committee to the full Board. The Board decided that this sub-committee would be called "a work group," and that the Board would be kept fully apprised of its progress.

HEALTHCARE WORKFORCE DATA COLLECTION UPDATE

Ms. Reed updated the Board on the healthcare workforce data collection initiative. A Memorandum of Understanding (MOU) between the Maryland Health Care Commission, the Governor's Office of Health Care Reform, and the DLLR is nearing completion. This consortium will work together to complete the first recommendation of the 2011 report completed by GWIB for HRSA ~ "to develop and implement a statewide program for data collection, analysis, and reporting to inform comprehensive and coordinated primary care workforce planning and development." The GWIB has committed \$50,000 to this effort. The Board will be kept aware of the progress made on the initiative.

"CREATING INNOVATORS: THE MAKING OF YOUNG PEOPLE WHO WILL CHANGE THE WORLD"

Prior to the Board meeting, Board Chair, Mr. Knott, requested that the GWIB purchase the book, **"Creating Innovators; The Making of Young People Who Will Change the World,"** by Tony Wagner, after reading an article in the New York Times. During the meeting, he provided remarks on the book, and on the importance of innovation and our focus on the next generation of workers. The Board must work to ensure that the education system produces innovative thinkers that will be valuable assets when they become members of the workforce. He encouraged everyone in attendance in the meeting to read the book.

EARN UPDATE

DLLR Secretary Howie explained that the Governor is very involved in workforce issues, discussing EARN and the Dashboard throughout the state. The Secretary gave the Board an update on the progress being made with the EARN Initiative. A short video on sector strategies was shown, followed by the Secretary providing additional remarks.

A NATIONAL PERSPECTIVE OF WORKFORCE CHALLENGES & SOLUTIONS

DLLR Secretary Howie introduced Garrett Groves, Senior Policy Analyst with the National Governors Association (NGA). Mr. Groves gave a presentation on sector-based strategies from the national perspective, and cited data from the NGA's report **"Coming of Age: Implications for State Workforce Policymakers,"** released in January, 2013. He shared that problems in workforce include the skills mismatch, stagnant job growth, and fewer resources. He also explained career pathways, industry clusters, customized business training, and sector partnerships on the national level, and the changes that take place when sector partnerships are dynamic.

Mr. Knott thanked Mr. Groves for his informative presentation, and shared his belief that Maryland is well-positioned to continue to use sector-based strategies to great advantage, as we are currently with the Maryland Center for Construction Education and Innovation (MCCEI). He suggested that the Board should focus on bringing other industries together and work with the education system in order to close

the existing skills gaps. He further shared that the Board is working to encourage articulation agreements among the schools through legislation, and inform the educators about the degrees, certifications, etc. that really matter to the employers. Part of this effort is to ensure that Marylanders get jobs that support their families. This is critical and important work.

Elisabeth Sachs, Senior Advisor to the Secretary, stated that the EARN legislation will aid in the formation of consortia within industries, and will underwrite the training of potential and incumbent employees needed by employers.

Mr. Knott praised the Maryland State Department of Education (MSDE) for its cooperation and responsiveness. Secretary Howie added that the Maryland Longitudinal Data System will be coming on line and aid in tracking students as they move through the system. Several Board members expressed the cooperation of the higher education community in this undertaking. Mr. Knott was pleased that the process is underway, and that Maryland is moving forward on sector-based strategies.

Mr. Knott thanked everyone for attending, and the meeting adjourned at 5:37 pm.

(Signature)

(Date)